

Ward County Human Service Zone Board
Minutes
March 19th, 2024
Second Floor-Ward County Commissioner's Chambers

PRESENT:

Kristi Frederick
Virginia Lee
Mac McLeod
Jason Olson
Shelly Wepler

ABSENT:

Matt Ruby
Mark Roth

Also present was Karen Schultz, appointed Zone Board Secretary.

Meeting was called to order by Director Frederick.

MOTION:

It was moved by Shelly Wepler, seconded by Virginia Lee and unanimously approved by the Board to accept the Agenda for March 19, 2024, with the addition under #6 to include 2024 Zone Plan Update.

MOTION:

It was moved by Jason Olson, seconded by Mac McLeod and unanimously carried by the Board that the Minutes from the February 20th, 2024 Board Meeting be approved.

MOTION:

It was moved by Virginia Lee, seconded by Shelly Wepler and unanimously carried by the Board to receive and file all financial documents as presented.

MOTION:

It was moved by Mac McLeod, seconded by Jason Olson and unanimously carried by the Board to receive and file the Adjunct Data Reports as presented.

Director Frederick updated the Board as to last month's inquiry into whether it could be indicated on a job posting for Ward CHSZ that the applicant must reside in North Dakota and/or Ward County. The opinion of Ward County States Attorney was that it could potentially lead to other issues. Further discussion reiterated that the employee would need to reside in the State of North Dakota but the opportunity existed for anyone to apply regardless of residence. The Board was assured that the posting indicated that the job was located in Minot and that discussions are held with the applicants at the time of the interview, regarding residency.

A cover page and index page from the Cass County Advisory Board Handbook was provided to the Board. Director Frederick asked for feedback on developing a handbook of this nature for Ward County as well. There was discussion as to where the noted items could be found for Ward County in policy and that it would be helpful to have a handbook for Ward CHSZ. Newer Board members indicated that it would be beneficial to have when acquiring a seat on the Zone Board.

MOTION:

It was moved by Shelly Wepler, seconded by Virginia Lee and unanimously approved by the Board for Director Frederick to move forward with creating a Ward County Human Service Zone Advisory Board Handbook.

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Director Frederick informed the Board that the 2024 Ward County HSZ Plan has been approved by the State and she is now waiting for the official letter to indicate approval and will present it at the next WCHSZ Board meeting as well as to the Ward County Commission to receive and file the plan with the addendum additions.

Prior to the meeting ending, there was discussion regarding what Ward County Zone employees may want or need from the WCHS Zone Board. Director Frederick again extended an open invitation to the Board members to attend future all staff meetings which are held quarterly. Appreciation was expressed for those and by those that attended the March 6th meeting.

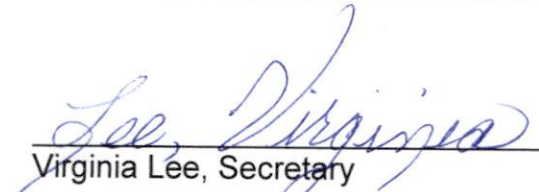
Mtg Adjourned at 8:38



Kristi Frederick, Ward CHSZ Director

4/16/2024

Date



Virginia Lee, Secretary